ATTACHMENT A

15 December 1982
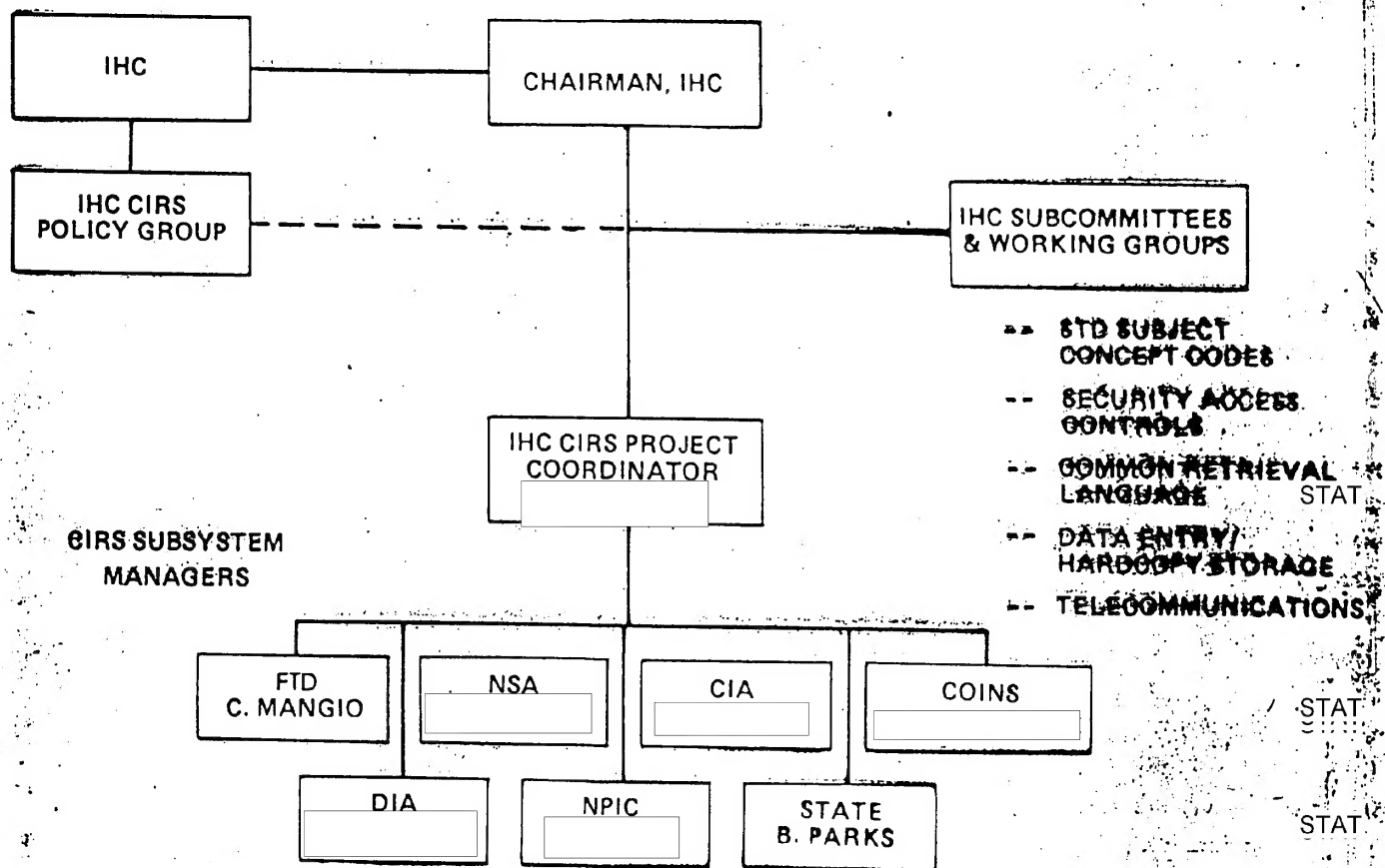
AGENDA FOR FIRST MEETING
OF THE CIRS MANAGEMENT GROUP
16 DECEMBER 1982
1230-1500

STAT

o	Introductory Remarks	1230-1245
o	Summary of CIRS Phasing and Proposed Mgt Structure	1245-1300
o	Current Contractor Support and Proposed Efforts for FY 83	1300-1315
o	Summary of Past Projections and Discussion of Funding Requirements for FY 85 Budget	1315-1340
o	Break	1340-1350
o	Discussion of Proposed Tasking to Telecommunications Subcommittee	1350-1410
o	Discussion of Proposed Tasking for Standards Concept Code Working Group	1410-1430
o	Discussion of Proposed Tasking for Security Working Group	1430-1450
o	Open Discussion	1450-1500

ATTACHMENT B

MANAGEMENT STRUCTURE FOR CIRS
DEVELOPMENT PROJECT

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┌──────────────┐              ┌─────────────────┐
│     IHC      │──────────────│  CHAIRMAN, IHC  │
└──────┬───────┘              └────────┬────────┘
       │                               │
┌──────┴───────┐                       │          ┌──────────────────────┐
│   IHC CIRS   │- - - - - - - - - - - -│- - - - - │  IHC SUBCOMMITTEES   │
│ POLICY GROUP │                       │          │  & WORKING GROUPS    │
└──────────────┘                       │          └──────────────────────┘
```

-- STD SUBJECT
   CONCEPT CODES

-- SECURITY ACCESS
   CONTROLS

-- COMMON RETRIEVAL
   LANGUAGE   STAT

-- DATA ENTRY/
   HARDCOPY STORAGE

-- TELECOMMUNICATIONS

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                    ┌─────────────────────┐
                    │  IHC CIRS PROJECT   │
                    │    COORDINATOR      │
                    │                     │
                    └──────────┬──────────┘
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CIRS SUBSYSTEM
MANAGERS

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┌──────────┐  ┌──────────┐  ┌──────────┐  ┌──────────┐
│   FTD    │  │   NSA    │  │   CIA    │  │  COINS   │
│ C. MANGIO│  │          │  │          │  │          │
└──────────┘  └──────────┘  └──────────┘  └──────────┘   STAT

      ┌──────────┐  ┌──────────┐  ┌──────────┐
      │   DIA    │  │   NPIC   │  │  STATE   │
      │          │  │          │  │ B. PARKS │
      └──────────┘  └──────────┘  └──────────┘          STAT
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ATTACHMENT C

		FY 83	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
I.	[____] Access							STAT
	A. NSA Obtains Approval from State to Provide COINS Access	⊢⊣						
	B. NSA Provides COINS Access		⊢⊣					
II.	CIA Electricals Accessible via COINS/ [____]							STAT
	A. NSA Obtains Access Approval from CIA	⊢⊣						
	B. Software Development		⊢⊣					
	C. Access Provided via COINS			⊢⊣				
III.	NSA Adds DIA Electricals to [____]							STAT
	A. NSA Obtains DIA Approval	⊢⊣						
	B. Software Development		⊢⊣					
	C. Access Provided Thru COINS			⊢⊣				
IV.	DODIIS Network Upgrade							
	A. NFE Development Completed			⊢⊣				
	B. DODIIS Network Fielding & Testing				⊢⊣			
	C. DODIIS Network Implementation				⊢⊣			

		FY 83	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
V.	**FTD CIRC System Access**							
	A. CIRC Interface to DODIIS		⊢——⊣					
	B. CIRC Available thru DODIIS Network			⊢——⊣				
VI.	**COINS System**							
	A. Platform ☐		⊢——⊣					STAT
	B. Temporary IDHS-II Access through DIA TAS		⊢——⊣					
	C. COINS Implementation of TCP-1P		⊢——⊣					
	D. COINS DODIIS ☐			⊢——⊣				STAT
	E. LVDS/COINS NAS Upgrade			⊢——⊣				
VII.	**DIA SAFE**							
	A. IOC for SAFE-D				⊢——⊣			
	B. Interface with DODIIS Network				⊢——⊣			
	C. Installation of COINS NAS				———?			
VII.	**NDS**				⊢————————⊣			

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ATTACHMENT D

CIRS INITIATIVES FY 82-84

Task	Product	Length of Effort	Estimated Cost
I. FY 1982 (Current Contract with MITRE)			
o Evaluation of SAFE User Language and COINS ADAPT UDL to Assess Possible Use for CIRS	Evaluation Report	Oct '82 - Feb '83	
o Evaluation of Current Text Retrieval Strategies to be Used by CIRS Hosts	Evaluation Report	Jan '83 - May '83	
o Baseline Analysis of Current Schemes and Develop Initial Standard of Subject/Concept Codes for CIRS	Draft Standard	Mar '83 - Sep '83	
II. FY 1983 (Reviewed by ____)			
o Development of CIRS Standard Storage and Retrieval Specifications	Specifications/ Standards Document	Jun '83 - Apr '84	
o Continued Support of RECON Guard and Develop Specifications for Guard Use by CIRS Hosts	Technical Specifications	Feb '83 - Oct '83	
o Publish Community Approved Standard Subject/Concept Codes for CIRS Hosts	Standards Publication	Nov '83 - Dec '83	
III. FY 1984			
o Develop Technical Specifications for Use by CIRS Host Systems to Provide Access Control IAW Current Security Policies (e.g., ORCON)	Technical Specifications	Oct '83 - May '84	
		FY 82- 84 TOTAL	

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PROPOSED TASKING STATEMENT FOR
CIRS STANDARD CONCEPT CODE WORKING GROUP

The CIRS Standard Concept Code Working Group will include agency representatives who are responsible for the development and maintenance of agency-unique subject/concept codes. This working group will be supported by a contractor and tasked to do the following:

o   Provide a quantitative analysis of the frequency of use of agency-unique codes over an identified time period (both in coding and in actual usage for retrieval purposes).

o   Compare the structure and content of the various subject codes to identify the relationships and variations in the schemes.

o   Perform an analysis and make a recommendation to the IHC regarding the possible use of numerical designators for the subject codes versus the possible use of alphabetic mnemonics.

o   Develop a preliminary draft for a standard set of codes by assessing the relationship and structure of the various codes as well as. the frequency of use of these codes using a limit of 100 standard codes as a guideline for development.

o   Evaluate alternatives and recommend to the IHC the most feasible approach for the use of the standard concept codes (e.g., double coding of standard codes in addition to agency-unique codes, translation tables, or Community's adoption of the standard code).

o   Coordinate the proposed standard with appropriate elements of the Community through the IHC.

o   Develop the "standard" set of codes and recommend to the IHC an implementation plan for phasing in the use of the code.

●   ●

15 December 1982

PROPOSED TASKING STATEMENT FOR
CIRS SECURITY WORKING GROUP

    The CIRS Security Working Group will include agency/component representatives who are responsible for the security policies and procedures of computer systems and networks to be used in accordance with the CIRS plan. This working group will be supported by contractor/consultants and be tasked to do the following:

o   Review current security procedures of existing automated systems/data communications networks which will provide processing services under the CIRS plan highlighting variations in hardware, software, and procedural approaches (e.g., password protection, host control access procedures, terminal identifiers).

o   Review future security procedures to be incorporated in systems/networks such as SAFE, COINS, and the DODIIS DIN II model as well as any future changes to security in current processors.

o   Concentrate on security features and procedures for the protection of ORCON, "G" materials, EXDIS, and LIMDIS identifying how current systems are controlling access and how CIA and DIA SAFE will handle these materials in the future.

o   Review the status and future potential of the RECON GUARD approach and assess its capability to be used as a feature for some or all of CIRS processors.

o   Assisted by the IHC staff and contractor/consultants, develop a preliminary and final security plan for the overall CIRS effort incorporating minimum security features that each host and network must maintain in order to provide the specified services under the CIRS plan. Identify by system/network what enhancements must be made by milestone date in order to process the "generally available data" as well as the more highly sensitive material (i.e., "G" material).

o   Assist in the development, review and approval of a preliminary security plan by 1 September 1983 to be briefed to the IHC and updated on a quarterly basis.

TRANSMITTAL SLIP	**DATE** 2 DEC 1982
TO: D/FBIS	

ROOM NO.	**BUILDING**

REMARKS:

FROM: ODP/Management Staff

ROOM NO. 2D0105, Hqs.		**XTENSION**

STAT

FROM	DATE RECEIVED	DATE OF MATERIAL	CLASSIFICATION	ORIGINATOR AND CONTROL NO.	
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SUBJECT Memo; Sub: 16 December 1982 Community Information Retrieval System
Policy and Planning Group (CIRS/P&PG) Meeting

INFO	ACTION		COMMENT	CONCURRENCE	PREPARE REPLY	RECOMMENDATION	RETURN	FILE

ROUTING	DATE	INITIALS	REMARKS
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3.			
4.			
5.			
6. /CB	4 Jan		
7.			
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